



THE CITY OF SAN DIEGO MANAGER'S REPORT

DATE ISSUED: October 12, 2001 REPORT NO. 01-222

ATTENTION: Land Use and Housing Committee
Agenda of October 17, 2001

SUBJECT: Item 1 - Status Report and Action Plan for Technical Advisory Committee

REFERENCE: Manager's Report 01-125, dated June 8, 2001
Manager's Report 00-243, dated November 8, 2000
Manager's Report 00-162, dated August 3, 2000
Manager's Report 00-50, dated March 10, 2000

SUMMARY

THIS IS AN INFORMATION ITEM ONLY. NO ACTION IS REQUIRED ON THE PART OF THE COMMITTEE OR THE CITY COUNCIL.

BACKGROUND

On March 15, 2000, the Land Use and Housing Committee approved the appointment of a revised Technical Advisory Committee (TAC) to investigate options to improve performance and customer service in the land and building development review process. This committee convened in June 2000 and worked diligently to create an action plan to improve the permitting process. In August 2000, the committee presented its recommendations for implementation by Planning and Development Review. In November 2000, this committee agreed to meet quarterly for action plan implementation updates on medium and long range goals. During the first quarterly meeting in March 2001, the committee reviewed and provided staff direction on medium and long range action plan recommendations for Development Services. On June 13, 2001, LU&H voted to reconvene the TAC with a revised membership (Attachment A) under P. Lamont Ewell, Assistant City Manager. The TAC would provide a quarterly status report on progress made to improve performance and customer service in the land and building development review process. They will focus on recommending changes for fast track implementation in the near term that would generate the greatest benefit to the City of San Diego.

DISCUSSION

The accomplishments of the Technical Advisory Committee over the past year include recommending and developing the use of plan cover sheet templates, e-permitting, and the

option of engineering self-certification, all of which give better customer service and speed up the permit process. TAC subcommittee members and staff worked together to create templates for commercial, residential, and tenant improvement projects (Attachment B). Since the creation of the templates in May 2001, approximately 60 projects for the Template Quick Check Program (Attachment C) and 70 submitted projects have taken advantage of the quicker service. Development Services will have a Template Quick Check Program workshop for its customers on November 28, 2001.

Since the Simplepermits pilot program (Attachment D) began in August 2001, 386 miscellaneous permits were issued for the months of August and September. During Fiscal Year 2001, 33,624 building-type permits were issued in the City of San Diego; approximately 60% of those were plumbing and gas, mechanical and electrical permits requiring no plans. These no-plan permits could be obtained on the Internet (www.sannet.gov/development-services) eliminating trips to city offices. The Simplepermit program means customers can complete application forms and pay for the permits from their home, office and laptop computers.

The Engineering Self-Certification Program allows applicants to choose an abbreviated process in connection with issuance of construction permits for certain project types (Attachment E). In 2000, approximately 270 engineering permits were issued and 10% were processed under this program. Since this program started in September 2000, approximately 25 projects were reviewed in 10 days or fewer using this program.

At the September 2001 meeting TAC discussed adding more disciplines to the self-certification model including the architectural discipline.

The Advisory Committee will meet and provide updates quarterly to the Land Use and Housing Committee. In order to maintain the momentum and success begun by this effort, TAC recommends an updated status report of the implementation efforts be brought back next quarter to LU&H.

Respectfully submitted,

Tina P. Christiansen, A.I.A.
Development Services Director

Approved: George I. Loveland
Senior Deputy City Manager

HAASE/JLM

- Attachment:
- A. Development Services Technical Advisory Committee Meeting Directory
 - B. Plan Cover Sheet Templates
 - C. Template Quick Check Program
 - D. 'No Plan' Permits Available Online With Simplepermits
 - E. Self Certification for Engineering Permits